

Academic Year 2012–2013 // General Studies Meeting Minutes

Shepherd University { General Studies } Meeting Minutes September 19, 2012

Chair – Heidi Dobish	present	ACCT – Cindy Vance	present	Tracy Seffers	present
		BADM – Meg Galligan	present	Laura Renninger	Present
BIOL – Burt Lidgerding	present	ECON – John Schultz	present	Helena Cole	Present
CHEM – Robert Warburton	present	PSCI – Stephanie Slocum-Schaffer	present	Christana Johnson	X
CSME – Ralph Wojtowicz	present	PSYC – Larry Z. Daily	present	Holly Frye	present
IES – Ed Snyder	X	SOWK – Karen Green	present	Emily Gross	present
		SOCI – Momodou Darboe	present	Sylvia Bailey Shurbutt	present
CAT – Chris Coltrin	present			Judi McIntyre	present
EML – Tim Nixon	present	EDUC – Dawn Burke	present	Student Rep (T. Leonard)	present
HIST – Anders Henriksson	present	HPERS – Rhonda Hovatter	present	Student Rep (B. Love)	present
MCOM – Kevin Williams	X	NURS – Laura Clayton	present		
MUSC – Erik Jones	present	Library – Ann Henriksson	present		

The September 19, 2012 meeting of the Shepherd University General Studies Committee was held in the Cumberland Room of the Student Center. Dr. Dobish called the meeting to order at 4:10 p.m. Dr. Andro Barnett and Ms. Kristin Kaineg were guests at the meeting. Because there were a number of new members, attendees introduced themselves to all present.

I. Nominations for Secretary/Manager of the Forms

Dr. Dobish thanked Ms. Kaineg for her service over the past couple of years and noted that the committee needs someone to take the minutes. Dr. Nixon volunteered and has assumed that responsibility for this academic year.

II. Approval of the minutes from the meeting of 04/18/2012

- a. Dr. Daily moved to approve the minutes, seconded.
- b. M/S/P Minutes unanimously approved.

III. Core Curriculum Assessment

Dean Renninger introduced the members of the GS Assessment Subcommittee. In addition to herself, Drs. Clayton, Slocum-Schaffer, and Warburton serve in that capacity. Then, she reminded the committee that the agreement was that each program with courses in the Core Curriculum would assess two competencies with two measures each and that those plans would be submitted by August 31, 2012. Most of the plans have been received. Dean Renninger then noted that the Collaboration/Teamwork competency is not being assessed, and she asked for some department or program to add that to their assessment plan.

IV. C & I Report

Dr. Shurbutt introduced the new procedures for submissions to the University's Curriculum and Instruction Committee. She distributed the new guidelines, along with a course change form. It was pointed out that the roster of Core Curriculum competencies included on page two of the form is incomplete.

V. Second Reading

English & Modern Languages – Dr. Nixon presented a revised proposal for ENGL208.

ENGL208 – Ms. Seffers raised a question about the composition prerequisites (i.e., ENGL101 and 102/103/104). She and Dr. Shurbutt affirmed that those prerequisites have indeed been removed from the sophomore-level literature surveys through the C&I process and need to be removed from the proposal. Everything else seemed to be in order with this proposal. Dr. Daily moved to approve ENGL208, motion seconded.

M/S/P Motion approved 16 ayes • 0 nays • no abstentions

VI. Core Curriculum Course Substitution Subcommittee

Dr. Schultz pointed out that two of the subcommittee members, Dr. Chris Elmer and Dr. Andro Barnett, are no longer serving on GS. A new subcommittee was formed in response, and its members

include Dr. Jones (Arts and Humanities), Dr. Burke (Education and Professional Studies), Dr. Lidgerding (Natural Sciences and Mathematics), Dr. Schultz (Business and Social Sciences), and Dean Renninger (FYEX).

Dr. Schultz asked whether the GS committee as a whole would like to review the substitution requests denied by the subcommittee. The consensus was no; the subcommittee is charged with considering those requests. Professor Green asked whether an appeals process needs to be considered for rejected requests. A discussion about Admissions and Credits hearing appeals to rejected Core Curriculum substitutions. The final consensus was that it is appropriate to end the appeals at the Core Curriculum Course Substitution Subcommittee.

VII. First Readings

English & Modern Languages – ENGL101 / ENGL102 / ENGL209 / SPAN201 / SPAN203

Dr. Nixon presented proposals for five courses that were grandfathered in from the old General Studies curriculum. An objection was raised about the paragraph in the ENGL102 syllabus dealing with computer literacy. Concerning that same proposal, Ms. Gross pointed out that the University has an Academic Support Center with writing tutors, not a “Writing Center,” and that the URLs need to be verified.

FYEX – FYEX102

Ms. McIntyre presented a proposal that would, in effect, strip outdated language (*viz.*, “with a concluding celebration”) from the course’s catalog description.

VIII. Other Business

Dr. Jones asked if it would be possible to get a list of grandfathered classes that haven’t yet gone through the proposal process. Ms. Seffers said it would take some work but should be possible.

Dr. Clayton asked that departments announce to the GS committee which grandfathered courses they intend to let drop from the curriculum.

Dr. Dobish reminded attendees that there is only one other meeting this semester: October 17, 2012 at 4:10 p.m.

No other business was discussed.

Meeting adjourned at 4:55 p.m.

Respectfully submitted by Timothy K. Nixon, Ph.D.